	ORD	ER FOR SU	PPLIES OR SERV	/ICES					PAG	1	PAGES
IMPORTANT: Ma	rk all packages and p	apers with co	ntract and/or order nu	ımbers.						1	7
1. DATE OF ORD	DER 2. C	CONTRACT NO). (If any)			6.	. SHIP TO:	Dr. Jerry	Doumas	1949 HOLL	
07/30/2008				a. NAN	ME OF CON	ISIG	SNEE		2		
3. ORDER NO.	4. F	REQUISITION/I	REFERENCE NO.	U.S.	MERCHAN	N TI	MARINE ACA	DEMY			
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5. ISSUING OFFI	CE (Address correspo	ondence to)		Math	n & Science						
II S Marchant I	Marine Academy (Procu	romont)									
	ision of Procurement	urernent)									
				c. CIT	Y				d. STAT	E e. ZIF	CODE
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Kings Point	NY	11	024-1699	-							
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							8.	TYPE OF	ORDER		
b. COMPANY NA				X a.	PURCHASE						
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c. STREET ADD										ns on the re order is subj	
20 LINCOLN	AVE			Please	furnish the fo	llowi	ing on the term	s and		ns containe is form and	d on this side
				_ condition	ons specified	on b	oth sides of thi	s order and	subject to	the terms	and conditions
d. CITY		e. STATE	f. ZIP CODE	on the indicate		et, if	any, including	delivery as	of the abo	ove-number	red contract.
HOLBROOK	S AND APPROPRIATION	NY	11741	10 PE	QUISITION	IING	OFFICE				
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166				U.S.	MERCHAN	N TV	MARINE ACA	DEMY			
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	ř.										
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		21. MAII	L INVOICE TO: Justin B	Breeden							17(h) TOT.
SEE BILLING INSTRUCTIONS	a. NAME										(Cont. pages)
ON	USMMA A/P Branch,	AMZ-160									
REVERSE	b. STREET ADDRES	S (or P.O. Bo	ox)								
	USMMA A/P Branch,								11.00		17(i)
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			SUPPLEMENTAL INV	OICIN	G INFORMAT	TON	P	AGE NO.	2 of 7
provided the formal services, and extexceed \$10 (e)	ollowing so o other in ded; cont tended to xcept for	statement, (signed a voice will be submitt ract number (if any), stals. Prepaid shippi parcel post), the bill	y be used by the Contractor and dated) is on (or attached to ed." However, if the Contractorder number, item number (ing costs will be indicated as ing must be supported by a beperiod, consolidated periodic	tor wisk (s), des a sepa	order: "Payme hes to submit cription of sup trate item on the ding or receip	ent is requested in the a an invoice, the followin oplies or service, sizes, the invoice. Where ship ot. When several orders	amount of g information quantities, unit oping costs		
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	A CONTRACTOR OF THE PARTY OF TH	GROSS WEIGHT	RECEIVED AT	TITL	.E		·		
			REPORT OF	REJE	CTIONS				
ITEM NO.		SUPPLIE	S OR SERVICES		UNIT	QUANTITY REJECTED	REASON F	OR REJEC	CTION
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ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE NO. 3 of 7

IMPORTANT: Mark all packages and papers with contract and/or order numbers. CONTRACT NO. ORDER NO. DATE OF ORDER DTMA5V08298 07/30/2008 QUANTITY UNIT QUANTITY **AMOUNT** ACCEPTED ITEM NO SUPPLIES OR SERVICES ORDERED UNIT PRICE (f) (d) (g) (e) (a) (b) (c) Remit To: SAME DUNS NUMBER: 827681631 For Payment Inquires Contact: BARBARA MARTOS (405) 954-1219 1.00 JOB 11 620 00 11.620.000 ADJUNCT PROFESSOR 0001 STATEMENT OF WORK 1. The Contractor shall deliver instructional services as an independent contractor to the Math & Science Department of the United States Merchant Marine Academy ("the Academy"). The service[s] to be provided shall constitute the instruction of midshipmen in the following course(s): General Chemistry/MC100 (x 2 Sect = 8.77 Load Hr) 2. The Contractor certifies that he/she possesses the requisite qualifications to deliver instructional services in Chemistry without further training, to the midshipmen designated by the Math & Science Department at the Academy. 3. The Contractor shall deliver the services solely during the 1st term, commencing on 30 July 2008 and terminating on 31 October 2008. Continuation of these services beyond the termination date is prohibited. This contract does not signify or guarantee that future contracts will be awarded to the Contractor for the delivery of 4. In the performance of the work necessary for delivery, the Contractor shall observe the standards published in the official Academy Catalog, Academic Handbook, the Dean's Memoranda & Instructions and, when appropriate, shall examine the midshipmen and submit grades in conformity with such standards including the completion of D/F forms for final grades of D+, D, and F. The Contractor shall submit a full record of all grades assigned to the Head of the Math & Science Department at the end of the term. The Contractor shall submit all graded final exams to the Head of the Math & Science Department at the end of the term. The Contractor is responsible for his/her own course planning consistent with course accreditation. Reference Requisition: DEAN08-109 Statement of Work Continued... 0001AA In addition to classroom instruction, the Contactor shall be available at the Academy for two hours per week, per course, to consult with students at a time and location convenient for the Contractor and students. Within these parameters, the Contractor shall deliver the services independently without training, supervision or control with respect to the way the work is to be accomplished. The Contractor is also responsible for re-scheduling any class sessions that the Contractor cancels, unless other arrangements are made with the approval of the Head of the Department. The Contractor shall agree to be bound by the terms and conditions of Superintendent's Instruction 2205-20, Computer Network Use Agreement. The contractor shall personally submit mid-term and final term grades using the Academy's electronic web-enabled system. This task/requirement shall not be delegated to any other person, and any other form of grade submission is deemed unaccentable 5. The Head of the Math & Science Department shall be the Contracting Officer's Technical Representative (COTR) responsible for the technical aspects of the contract. Any questions concerning the academic requirements of the contract should be referred to the COTR. 6. The Contractor shall provide instruction at the facilities of the Academy in a classroom provided by Academy and be available for student consultations as set forth above Reference Requisition: DEAN08-109 TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17i) \$11,620.00

ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE NO. 4 of 7

07/30/2008			1		DTMA5V08298	
SUPPLI	ES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
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delivered under the contract. The si payment after submission of mid-te the Contractor, and the second, final final grades and submission of a fin Contractor is responsible for paying compensation received from the Ac	um shall be paid in two equal payments: the first rm grades and submission of a proper invoice by all payment shall be made after submission of all and proper invoice by the Contractor. The all applicable federal and state taxes for any ademy. The Contractor is not entitled to					
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FAR clause 52-212-4, in the event Contractor fails to comply with any the Academy, upon request, with at the event of termination for cause, for any amount for supplies or serviliable to the Academy for any and a determined that the Academy impro	of any default by the contractor, or if the contract terms and conditions, or fails to provide dequate assurances of future performance. In the Academy shall not be liable to the Contractor ces not accepted, and the Contractor shall be ill rights and remedies provided by law. If it is operly terminated this contract for cause, such					
	7. The Contractor's usage of gover designated instructional aids and su and Academy projectors and copie reproduce notes, classroom handour present for classes and student con preparations and research for service with his/her own materials, equipme provide an office for the Instructor be consultations. 8. 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The Contractor shall not work as an employee nor serve as an agency representative or liaison of the Academy or Maritime Administration in connection with the official business with other organizations, firms or persons. The Contractor shall not be required to attend departmental meetings but may do so to the extent that said meetings involve issues pertinent to the class(es) they are teaching. The Contractor shall not be involved in other faculty or Academy functions. 9. The Contractor will be paid the lump sum of \$11,620.00 for the services being delivered under the contract. The sum shall be paid in two equal payments: the first payment after submission of mid-term grades and submission of a proper invoice by the Contractor, and the second, final payment shall be made after submission of final grades and submission of a final and proper invoice by the Contractor. The Contractor is responsible for paying all applicable federal and state taxes for any compensation received from the Academy. The Contractor is not entitled to reimbursement from the Academy for travel and/or business expenses. Reference Requisition: DEAN08-109 Statement of Work Continued 10. The performance of services provided under this contract may be terminated in whole or in part for the Academy's convenience by written notice from the Contracting Officer. If notice of termination is provided before the date performance begins, then the Government shall be liable only for the payment of a 50 cancellation fee for each course cancelled. If the contract is terminated after performance begins, per paragraph (i) Termination for Convenience of FAR clause 52-212-4, Contract Terms and Conditions - Commercial Items, the Academy shall be liable only for payment for services rendered before the effective date of termination and such payment will be pro-rated based on the number of class sessions taught prior to termination with relevance to the total number of class sessions taught prior to termination with relevance to the total number of cl	7. The Contractor's usage of government furnished equipment will be limited to designated instructional aids and supplies, if necessary for the delivery of services, and Academy projectors and copiers as necessary to deliver instruction and reproduce notes, classroom handouts and exam materials. Except for being present for classes and student consultations, the Contractor shall make all preparations and research for services to be rendered on his/her own premises and with his/her own materials, equipment and personnel. The Academy will not provide an office for the Instructor but will provide a room for instructor/student consultations. 8. The Contractor shall not work as an employee nor serve as an agency representative or liaison of the Academy or Maritime Administration in connection with the official business with other organizations, firms or persons. The Contractor shall not be required to attend departmental meetings but may do so to the extent that said meetings involve issues pertinent to the class(es) they are teaching. The Contractor shall not be involved in other faculty or Academy functions. 9. The Contractor will be paid the lump sum of \$11,620.00 for the services being delivered under the contract. 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The Contractor will be paid the lump sum of \$11,820.00 for the services being delivered under the contract. The sum shall be paid in two equal payments: the first payment after submission of inflatemy and submission of a final and proper invoice by the Contractor, and the second, final payment shall be made after submission of final grades and submission of a final and proper invoice by the Contractor. The Contractor is responsible for paying all applicable federal and state taxes for any compensation received from the Academy. The Contractor to the date performance begins, then the Government shall be liable only for the payment of a \$0 cancellation fee for each course cancelled. If the contract may be terminated in whole or in part for the Academy for travel and/or business expenses. Reference Requisition: DEAN08-109 Statement of Work Continued 10. 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Classom has been added to the contractor shall make all preparations and research for services to be rendered on his/her own premises and with his/her own materials, equipment and personnel. The Academy will not provide an office for the Instructor but will provide a room for for instructor/student consultations. 8. The Contractor shall not work as an employee nor serve as an agency representative or liaison of the Academy or Martime Administration in connection with the official business with other organizations, firms or persons. The Contractor shall not be required to attend departmental meetings but may do so to the extent consultations. 9. The Contractor will be paid the lump sum of \$11,820,00 for the services being delivered under the contract. 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ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE NO. 5 of 7

	RTANT: Mark all packages and papers with contract and/or order numbers. OF ORDER CONTRACT NO. ORDER NO.							
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ITEM NO.	SUPPLI	ES OR SERVICES		QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
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	Contract Specialist:							
	MAXMILLIAN S. DIAH (516) 773-5584							
				52				
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Contract Level **Funding Summary**

Document Number

DTMA5V08298

Title

ADJUNCT Heather Mann

Page 6 of 7

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\$11,620.00

Reference Requisition: DEAN08-109

Total Funding: \$11,620.00

1				
		Document No.	Document Title	Page 7 of 7
		OTMA5V08298	ADJUNCT Heather Mann	

1 52.252-02 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

www.acqnet.gov/far/

www.dot.gov/ost/m60/tamar/tar.htm

Clause	Title	Date
52.222-03	Convict Labor	June 2003
52.223-06	Drug-Free Workplace	May 2001
52.232-01	Payments	April 1984
52.232-08	Discounts for Prompt Payment	February 2002
52.232-25	Prompt Payment	October 2003
52.232-33	Payment by Electronic Funds Transfer-Central Contractor Registration	October 2003
52.233-01	Disputes	July 2002
52.243-01	ChangesFixed Price	August 1987
52.246-01	Contractor Inspection Requirements	April 1984
52.249-04	Termination for Convenience of the Government (Services) (Short Form)	April 1984
52.249-08	Default (Fixed-Price Supply and Service)	April 1984